



DEPARTMENT OF VETERANS AFFAIRS
Regional Loan Center
1240 East Ninth Street
Cleveland OH 44199

In Reply Refer To: 325/262
Information Letter 26-07-09

December 18, 2007

TO: Staff Appraiser Reviewers (SARs)

SUBJ: VA Lender Appraisal Processing Program (LAPP) Training

1. **Purpose:** The purpose of this information letter is to announce the up-coming training for newly appointed Staff Appraiser Reviewers (SARs), as well as for those SARs needing refresher training. If you are interested in becoming a VA approved SAR, this training will satisfy the required training as mandated in VA Pamphlet 26-7, Lender's Handbook.

2. **When:** 9:00 a.m. to 3:00 p.m. on Monday, January 28, 2008.

3. **Where will the training be held?** The training will be held at the VA Regional Loan Center in the Anthony J. Celebreeze Federal Building located at 1240 East Ninth Street, Cleveland, Ohio. The training room is located on the 31st floor.

Upon entrance to the building, you will be required to go through security screening. Then, take one of the elevators located on the left to get to the 31st floor.

Please plan to arrive early to allow sufficient time for the security screening.

4. **Cost of Training:** Free

5. **Parking:** There are several City of Cleveland parking lots and private parking lots near the building. Rates are reasonable. ***However, we are unable to validate parking fees.***

6. **Lunch:** The lunch hour will be from 12:00 p.m. to 1:00 p.m. There is a cafeteria in the building or a food court located across the street in the Galleria shopping center.

7. **Registration:** PRE-REGISTRATION IS REQUIRED

8. **Deadline:** Registration must be received by January 18, 2008

9. **To Register:** Complete the registration form and FAX to the attention of Sibyl Simpson or John Diez at 216-522-2514 or e-mail to 325CNV@vba.va.gov.

/s/

JENNIFER R. NADIAK
Loan Guaranty Officer

Attachment: Registration Form

JRN: mg/jm

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Cleveland, Ohio 44199

VA LAPP TRAINING

Monday, January 28, 2008
9:00 a.m. - 3:00 p.m.
Pre-Registration Required
Registration Deadline: January 18, 2008

Registration Form

Complete and FAX to 216-522-2514 or
e-mail to 325CNV@vba.va.gov

NAME	
TITLE	
SAR ID #	
SAR PORTAL USER ID	
COMPANY NAME	
COMPANY STREET	
ADDRESS 1	
ADDRESS 2	
CITY, STATE, ZIP	
WORK PHONE NUMBER:	
WORK FAX NUMBER	
E-MAIL ADDRESS (REQUIRED)	